

Apprenticeship Application



Haleakalā National Park

Mahalo for applying to the Apprenticeship program at Haleakalā National Park. Positions are available for recent graduates with a B.S., B.A. A.A. or A.A.S.. **Applications are accepted year-round.** Please check our website for cut-off dates for consideration. Please completely fill out this application and return to the address on the reverse side.

NAME _____ TELEPHONE _____

MAILING ADDRESS _____

CITY/STATE/ZIP _____

EMAIL ADDRESS _____

HIGH SCHOOL NAME _____ CITY/STATE _____

COLLEGE/UNIVERSITY _____ GRADUATION YEAR _____

DEGREE ATTAINED _____ MAJOR _____ MINOR _____

Please enclose a copy of your final transcript.

Please list in order (1-3) your preference of intern positions that you would like to be considered for. Please note—some positions may not be offered every year. For detailed information and position requirements, please visit our website at http://www.nps.gov/hale/pages/tier_two/volunteer.htm

1. _____ 2. _____ 3. _____

Are you willing and able to:

- | | | |
|--|-----------|----------|
| • Lift, carry and pack up to 35 pounds? | Yes _____ | No _____ |
| • Work on projects that require attention to detail? | Yes _____ | No _____ |
| • Work on projects that are physically demanding? | Yes _____ | No _____ |
| • Work outdoors in inclement weather? | Yes _____ | No _____ |
| • Work in areas with steep cliffs and near vertical drop-offs | Yes _____ | No _____ |
| • Use safety equipment correctly and work safely with tools? | Yes _____ | No _____ |
| • I am available for full-time positions for 10-12 months | Yes _____ | No _____ |
| • I am available for part-time positions for 10-12 months | | |
| • I have reliable transportation to get to the park | Yes _____ | No _____ |
| • I have reliable transportation to get to a car pool location | Yes _____ | No _____ |
| • I enjoy working with visitors of diverse ethnic backgrounds | Yes _____ | No _____ |

I am available for the following time period _____ to _____ (mm/dd/yy)

Applicant Signature _____

Date _____

PLEASE ATTACH NO MORE THAN TWO PAGES WITH YOUR NARRATIVE TO THE FOLLOWING QUESTIONS.

1. Do you have any work experiences (paid or unpaid) related to the position you are applying for? Yes_____ No_____ Briefly describe your experience:

2. What educational experience do you have that relates to the position you are applying for?

3. Do you have any physical/medical condition or limitation that may affect your ability to do this type of work? If yes, what can be done to work with those limitations? Yes_____ No _____

4. What is your greatest accomplishment so far? Why is this important to you?

5. Tell us why we should select you to participate in the Apprentice Program?

6. What are your current career goals and how will this apprentice position support it?

7. Using the attached recommendation form, please enclose **three** recommendations. It is encouraged to have one of the recommendations be from a current or recent instructor.

CHECKLIST

- Application is completely filled out and you have signed the application.
- Transcript(s) are enclosed (unofficial is accepted)
- Three “Recommendation Letters” are enclosed
- For summer positions, application is postmarked by March 15.

Applications must be mailed to the address below.
Youth & Volunteer Program Manager
Haleakalā National Park
POB 369
Makawao, HI 96768

Applicant's Last Name: _____ First Name: _____

RECOMMENDATION FOR APPRENTICESHIP PROGRAM

The applicant is applying for an Apprentice position at Haleakalā National Park. This 10-12 month volunteer program provides an opportunity for recent college graduates to experience first-hand careers in conservation. A variety of apprenticeships are available and applicants will be matched with one that interests them and be provided cross-training in other disciplines within the park to obtain a well-rounded understanding of the National Park Service. Some participants will do **hard physical labor** and may be exposed to insects, adverse weather, and difficult working conditions.

Recent graduates with a B.S., B.A., A.A.S. or A.A. are eligible to apply. Apprentice positions do have educational requirements. We do look for interns that have excellent communication skills, can work as a team member and follow through with commitment. For more information on the Apprentice positions, you may check our website at http://www.nps.gov/hale/pages/tier_two/volunteer.htm

Please complete the following and enclose it in a sealed envelope and return it to the applicant for inclusion into his/her application packet. If you wish, you may also attach a letter of recommendation typed on your school or professional letterhead.

IMPORTANT: The applicant will need to receive this recommendation in time to have their application postmarked March 15 for summer positions. Applications are accepted year-round for other positions.

Your Name: _____

Your Employer: _____

Your Position: _____ Day Phone: _____

Mailing Address: _____

Best time to reach you by phone: _____

How long have you know the applicant? _____

In what context? _____

(OVER)

Please indicate the term that best describes the applicant in relation to the following attributes. E=Exemplary; S=Satisfactory; U=Unsatisfactory; N=Needs Improvement; UK=Unknown.

	E	S	U	NI	UK
Attitude					
Attendance (please specify school or work)					
Ability to accept supervision					
Ability to follow through with commitment					
Work ethic					
Teamwork ability					
Oral Communication Skills					
Written Communication Skills					
Ability to perform hard physical labor					
Leadership skills/ability					

Would you recommend this applicant for an Apprentice position?

Yes _____ No _____ Why?

Additional Comments: